

**MINUTES OF THE REGULAR MEETING  
OF THE  
OXFORD AREA BOARD OF SCHOOL DIRECTORS**

The regular meeting of the Oxford Area Board of School Directors was held on Tuesday, May 18, 2021, via Microsoft Teams Platform. The meeting was called to order at 7:08 p.m. by President Joseph E. Tighe, followed by the Pledge of Allegiance.

**ATTENDING WERE:**

Joseph E. Tighe, President  
Jenifer A. Warren, Vice President  
Robert F. Tenga, Treasurer  
Kristen E. Dean, Member  
Stephen R. Gaspar, Member  
Jenifer M. Harrison, Member  
Eric W. Owens, Member  
Mark V. Patterson, Member  
Howard S. Robinson, Member

**ROLL CALL**

**ABSENT WAS:**

None

**ALSO ATTENDING WERE:**

David A. Woods, Superintendent  
Brian P. Cooney, Business Administrator

On motion by Mr. Patterson, seconded by Mrs. Warren, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the May 18, 2021 agenda as presented.

**APPROVAL OF  
AGENDA**

Aye: 9      Nay: 0

On motion by Mr. Patterson, seconded by Mr. Gaspar, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the minutes of the April 13, 2021 Work Session the April 20, 2021 Regular Meeting as presented.

**APPROVAL OF  
MINUTES**

Aye: 9      Nay: 0

Dr. Billings-Jones presented the District Report for the month of May. The district continues to offer virtual and in-person instruction for all grades. The rate of in-person attendance is 74-88% at the elementary level while secondary students are attending at a rate between 50-70% percent. Oxford Area High School is split 50/50 between virtual and in-person.

**SUPERINTENDENT'S  
REPORT**

There were twenty home visits completed this month.

Technology tickets for i-Pad hardware and software issues remain the greatest category of requests for help.

Student assessments, the Keystones and PSSA, will be offered June 1 through June 10, 2021. Virtual students will be invited into the school to take the exams with social distancing in place and transportation as necessary.

Oxford Area High School Class of 2021 will graduate 325 students on June 4, 2021.

Students at Elk Ridge, Nottingham and Hopewell were part of the "Ask an Astronaut" program and will have their questions answered by NASA Astronauts in the coming days.

Oxford Area School District will be offering reading and math for K-6 students as well as a variety of core area courses for our 7-12 students. The programs will run Monday through Thursday, June 21 through July 29, 2021 at Hopewell and Penn's Grove. Breakfast and lunch will be provided.

There were none.

**RECOGNITION OF VISITORS**

On motion by Mrs. Harrison., seconded by Dr. Owens, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the following financial reports as presented:

**FINANCIAL REPORTS**

- 1. General Fund
  - a. Treasurer's Report
  - b. Revenue Report
  - c. Expenditure Report
- 2. Cafeteria Fund Treasurer's Report
- 3. Capital Projects Fund Treasurer's Report

Aye: 9      Nay: 0

On motion by Mr. Patterson, seconded by Mrs. Harrison, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the student activities and athletic officials accounts as presented.

**STUDENT ACTIVITY AND ATHLETIC OFFICIALS ACCOUNTS**

Penn's Grove School  
Oxford Area High School  
Athletic Officials Account

Aye: 9      Nay: 0

On motion by Mrs. Warren, seconded by Mr. Gaspar, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the following bill lists for payment:

**PAYMENT OF BILLS**

**May 2021**

General Fund	\$1,565,034.45
Cafeteria Fund	\$61,111.92
Capital Projects Fund	\$ .00
Payroll Distribution	\$1,724,618.61

Aye: 9      Nay: 0

**REPORTS**

Mr. Robinson reported that CCIU Board met on Wednesday, April 21, 2021, via Zoom.

Dr. Fiore reported that the vaccination clinic has been successfully completed. There were over 8,500 educators vaccinated. He thanked the 250 volunteers who staffed the clinic and made it run smoothly. Plans are now underway to coordinate student vaccinations with the Chester County Health Department.

Dr. Steve Gerhard, gave an update on the Regional Antigen Testing Center. There is one location at the Child and Career Development Center in Coatesville. Testing began at this location on April 21, 2021 and will run Monday through Friday from 3:30 p.m. to 6:00 p.m. More information may be obtained on the website [www.cciu.org/antigen-testing](http://www.cciu.org/antigen-testing).

There was a Career and Training Fair at all three of our TCHS campuses on March 25, 2021. Industry professionals conducted interviews resulting in several seniors being offered jobs on the spot.

Three events were revamped to be held in a virtual setting. The 28<sup>th</sup> Annual PA State Academic Competition, the 46<sup>th</sup> Annual Chester County High School Art Show and the Chester County Science Research Competition. Please visit [www.cciu.org/science-fair](http://www.cciu.org/science-fair) to view the artwork gallery and the full list of winners of the Science Fair.

The Discover program supported 282 students this year. Dr. Riccio shared a thank you video to the community partners who support this program by employing students enrolled in the Discover program.

The CCIU Board of Directors will meet again on May 19, 2021 at 7:30 p.m.

On motion by Mr. Gaspar, seconded by Mr. Patterson, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby accepts the report from Mr. Robinson, Chester County Intermediate Unit and Technical High School Representative.

Aye: 9      Nay: 0

Mr. Tenga reported the Legislative Council met and several bills have passed the House.

HB 365: School Code Edits: The bill amends the School Code to update outdated terminology regarding students with disabilities to conform with modern usage.

HB 416: First Aid Training: Requires training for school nurses regarding recognition and treatment of seizures.

HB 412: Substitute Teacher Flexibility: Provides increased flexibility for school districts in the use of substitute teachers.

**REPORT OF CHESTER  
COUNTY INTERMEDIATE  
UNIT AND TECHNICAL  
COLLEGE HIGH SCHOOL**

**REPORT OF CHESTER  
COUNTY SCHOOL  
BOARDS LEGISLATIVE  
COUNCIL  
REPRESENTATIVE**

Senate Bills moved forward were:

SB 552 Vexatious requestor: Would create a new process where agencies may petition the Office of Open Records for relief from a vexatious requestor

SB 312 Fees for commercial requests: Would permit agencies such as school districts and local governments to charge reasonable fees which can be assessed for the search, review and compilation of records which are requested for commercial purposes.

PSERS Miscalculation: PSERS employee contribution rates were incorrectly determined in December 2020. As a result, the contribution rate of approximately 100,000 school employees will go up either .50% or .75% depending on their PSERS membership class.

A constitutional amendment to limit the governor's emergency powers is on the spring ballot.

On motion by Mrs. Warren, seconded by Dr. Owens, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby accepts the report from Mr. Tenga, (filling in for Dr. Owens) as Chester County School Boards Legislative Council Representative.

Aye: 9      Nay: 0

Mrs. Harrison reported the committee met on May 11, 2021. There are 17 student athletes who have signed to play a sport with a college or university. Spring sports finished and each team had a good season.

**ATHLETICS AND  
STUDENT ACTIVITIES**

Mrs. Harrison stated the committee met May 11, 2021 and discussed the preparations for Summer School.

**FACILITIES  
COMMITTEE**

Dr. Owens stated the committee met on May 11, 2021. Re-adoption of policies in the 4000 Series were discussed and are on the agenda for this evening.

**POLICY COMMITTEE**

Mrs. Warren thanked the members of the committee. The committee met on April 27, 2021. The final revisions to the evaluation timeline.

**AD HOC PERSONNEL**

Mr. Woods stated there was a change as of June 1, 2021 with PDE Along with the Department of Health recommends we still follow our current mitigation strategies regarding Covid-19. We can now allow for full capacity at events such as graduation with masking.

**REPORT OF SCHOOL**

**NEW BUSINESS**

Mr. Tighe allowed time for persons who requested to be placed on the agenda. There were none.

**RECOGNITION OF  
PERSONS WHO  
REQUESTED TO  
BE PLACED ON  
AGENDA**

On motion by Dr. Owens, seconded by Mrs. Harrison, BE IT RESOLVED,  
That the Oxford Area Board of School Directors hereby approves the  
following professional personnel items.

**PERSONNEL-  
PROFESSIONAL**

**Retirements**

Name: Joan Lafferty  
Position: Science Teacher, Oxford Area High School  
Effective: June 17, 2021

Name: Shirley Pituch  
Position: Grade 1 Teacher, Elk Ridge School  
Effective: June 17, 2021

**Resignation**

Name: Julie Gillund  
Position: Special Education Teacher, Hopewell School  
Effective: June 16, 2021

**Appointments**

Name: Thomas Tedrow  
Position: French Teacher, Oxford Area High School  
Appointment: Professional Employee  
Salary: Step 4 M + 60, \$61,311.00  
Effective: August 25, 2021  
Replacing: Isabel Ocampo, Resigned

Name: Angelica Rambo  
Position: Language Arts Teacher, Penn's Grove School  
Appointment: Long Term Substitute  
Salary: Step 1 B, \$49,959.00 (prorated)  
Effective: May 21, 2021 until the end of the 20-21 school year  
Replacing: Elizabeth Pratt, Parental Leave

**Extended School Year Appointments**

Dates: June 18, 2021 through July 29, 2021  
Teachers: Deborah Aubin  
Jennifer Barnett-Quattlebaum  
Maureen Colgan  
Michele Drager  
Stephanie Intonato  
Carolyn McCarron  
Susan McDonald  
Katelyn Musacchio  
Danielle Plystak  
Karen Powers  
Alyssa Robinson  
Nicole Seeker  
Alicia Shoop  
Melissa Verikakis  
Andrue Weber  
Location: Hopewell School  
Stipend: 2020-2021 per diem rate

**Title Programs Appointments**

Dates: June 18, 2021 through July 29, 2021  
Teachers: Elizabeth Baity  
Jason Baughman  
Germaine Baughman  
Kristen Ciaccia  
Rebecca Florek  
Victoria Goggin  
Zachery Hamilton  
Elizabeth Hanna  
Jenna Leo  
Jenna Lininger  
Kristen McDermott  
Heather McGinn  
Matthew Nelms  
Angela Orloski  
Gina Sawyer  
Lauren Sharp  
Thomas Sperow  
Location: Hopewell School  
Stipend: 2020-2021 per diem rate

**Computer Science Coding Academy**

Dates: July 19, 2021 through July 22, 2021  
Teacher: Jason McLead  
Location: Hopewell School  
Stipend: \$36.00 per hour

**Music Academy**

Dates: July 12, 2021 through July 29, 2021  
Teachers: Ryan Maule  
Lisa Summers  
Location: Hopewell School  
Stipend: \$36.00 per hour

**STEM Academy**

Dates: July 19, 2021 through July 22, 2021  
Teacher: John Barcus  
Location: Hopewell School  
Stipend: \$36.00 per hour

**Young Authors Academy**

Dates: July 19, 2021 through July 22, 2021  
Teacher: Karen Gregan  
Location: Hopewell School  
Stipend: \$36.00 per hour

**Summer School Elementary Guidance Counselor**

Dates: June 21, 2021 through July 29, 2021  
Krista Gioffre  
Location: Hopewell School  
Stipend: 2020-2021 per diem rate

**Summer School Secondary Guidance Counselor**

Dates: June 21, 2021 through July 29, 2021  
Kathryn Rappold  
Location: Penn's Grove School  
Stipend: 2020-2021 per diem rate

**Summer School Speech and Language Pathologist**

Dates: June 21, 2021 through July 29, 2021  
Angelique Rucci  
Stipend: 2020-2021 per diem rate

**Summer School Nurse Appointments**

Dates: June 21, 2021 through July 29, 2021  
Anticipated 2 Nurses Daily:  
Dawn Little  
Jacqueline Ruppert  
Stipend: 2020-2021 per diem rate

**Summer School Nurse Appointments**

Dates: June 21, 2021 through July 29, 2021  
Anticipated 2 Nurses Daily:  
Joanna Dugger  
Emily Pinkerton  
Stipend: \$36.00 per hour

**Substitute Summer School Teacher Appointments**

Dates: June 21, 2021 through July 29, 2021  
Teachers: Nichole Hendrickson-Tartar, Hopewell School  
Andrea Gillinger, Hopewell School  
Vera Prigg, Hopewell School  
Katherine Gotwols, Penn's Grove School  
Stipend: 2020-2021 per diem rate

**Supplemental Appointments**

Name: Gareth Haynes  
Position: Choral Ensemble (Accompanist), Penn's Grove School  
Salary: \$765.00 (prorated based on number of events worked)  
Effective: May 19, 2021

Name: Brian Hood  
Position: Stage Technical (evening events), Penn's Grove School  
Salary: \$2,650.13 (amount will be prorated based on hours worked)  
Effective: May 19, 2021

**Leaves of Absence**

Name: Kelly Midkiff  
Position: Grade 5 Teacher, Hopewell School  
Type: Excess Family Illness  
# of Days: Up to 1 excess family illness day  
Effective: May 19, 2021 until the end of the 2020-2021 school year

Name: Kathryn Norbeck  
Position: School Psychologist, District  
Type: Excess Family Illness  
# of Days: Up to 10 excess family illness days  
Effective: May 11, 2021 until the end of the 2020-2021 school year

Name: Shirley Pituch  
Position: Grade 1 Teacher, Elk Ridge School  
Type: Excess Family Illness  
# of Days: Up to 8 excess family illness days  
Effective: May 24, 2021 until the end of the 2020-2021 school year

**Salary Change-Professional**

Arot, Helen, from 9 M+15, \$63,377 + \$250 to 9 M+30, \$64,269 + \$250 effective August 25, 2021

Musselman, Christina, from 9 M+15, \$63,377 to 9 M+30, \$64,269 effective August 25, 2021

Aye: 9      Nay: 0

On motion by Mrs. Harrison, seconded by Mrs. Warren, BE IT RESOLVED,  
That the Oxford Area Board of School Directors hereby approves the  
following non-professional personnel items.

**PERSONNEL-NON-  
PROFESSIONAL**

**Resignation**

Name: Jolene Amoroso  
Position: Food Service, Penn's Grove School  
Effective: April 14, 2021

**Extended School Year Instructional Aide Appointments**

Dates: June 21, 2021 through July 29, 2021

Instructional Aides: Kathleen Mack  
                                  Michaeline Lutz  
                                  Jennifer Yacka

Stipend: \$12.24 per hour or current rate according to the collective bargaining agreement

**Leave of Absence**

Name: Stevie Kell  
Position: Special Education Secretary, Administration  
Type: Excess Family Illness  
# of Hours: Up to 32 hours of excess family illness  
Effective: May 19, 2021 until the end of the 2020-2021 school year

Aye: 9      Nay: 0

On motion by Dr. Owens, seconded by Mrs. Harrison, BE IT RESOLVED,  
That the Oxford Area Board of School Directors hereby approves the  
following volunteers.

**VOLUNTEERS**

**PATRICK FITZGERALD, SUSAN LOMBARDI, WENDY MORLANG,  
CHERYL WALTON, KATIE WALTON**

Aye: 9      Nay: 0



On motion by Mrs. Warren, seconded by Dr. Owens, BE IT RESOLVED,  
That the Oxford Area Board of School Directors hereby approves the  
following consent agenda items:

**CONSENT AGENDA**

**Course Supplemental Technology**

Temporary approval of the course Supplemental Technology (APP) as per  
attached list.

**Maintenance Contracts**

Contract with Combat Elevator Inc. for monthly maintenance of hydraulic  
passenger elevators and wheelchair lifts throughout the district beginning  
July 1, 2021 through June 30, 2022 in the amount of \$8964.00

Contract with Filter Services, Inc. for HVAC filter change services beginning  
July 1, 2021 through June 30, 2022 in the amount of \$41,158.15

Contract renewal with Tozour Trane for a preventative maintenance agreement  
for the chillers at Jordan Bank, Elk Ridge and Nottingham Elementary Schools,  
beginning July 1, 2019 through June 30, 2022 in the amount of \$17,985.00 for  
the 2021-2022 school year

Contract renewal with Tozour Trane for full labor agreement for the chillers  
at Penn's Grove Middle School, beginning July 1, 2019 through June 30, 2022  
in the amount of \$27,069.00 for the 2021-2022 school year

Contract renewal with Tozour Trane for full labor agreement for the chillers  
at the High School beginning July 1, 2019 through June 30, 2022 in the amount  
of \$86,818.00 for the 2021-2022 school year

Contract renewal with Bonfitto for maintenance to district boilers beginning  
July 1, 2019 through June 30, 2022 in the amount of \$8,490.00 for the 2021-  
2022 school year

Contract renewal with Kistler O'Brien for inspection and maintenance services  
of fire extinguishers beginning July 1, 2021, through June 30, 2022 in the  
amount of \$5,615.25

Contract renewal with SAH Inc. for security and fire monitoring services  
throughout the district beginning July 1, 2021 through June 30, 2022 in the  
amount of \$3,160.00

Contract renewal with Siemens Industry, Inc. for Building Automation System  
district wide beginning July 1, 2021 through June 30, 2024 in the amount of  
\$88,100.00 for the 2021-2022 school year

Contract with Frey Lutz for building automation systems and temperature  
controls for Hopewell Elementary School beginning July 1, 2020 through June  
30, 2023 in the amount of \$54,122.00 for the 2021-2022 school year

Contract renewal with NRG Building Services for building automation systems  
and temperature controls for Penn's Grove Middle School beginning July 1,  
2021 through June 30, 2024 in the amount of \$15,395.00 for the 2021-2022 school  
year

Contract with Kurita America Inc. for water treatment services throughout the district in the amount of \$9,300.00 for the 2021-2022 school year

Contract with Wayman Fire Protection, Inc. for testing and inspection of fire safety equipment at Hopewell Elementary School, Penn's Grove Middle School and Oxford Area High School beginning July 1, 2021 through June 30, 2022 in the amount of \$2,900.00

Contract renewal with Premium Power Services, LLC for service and maintenance of generators throughout the district beginning July 1, 2021 through June 30, 2024 in the amount of \$3,206.00 for the 2021-2022 school year

Contract with Foley CAT for preventative maintenance and minor repairs on the district's CAT equipment beginning July 1, 2021 through June 30, 2023 in the amount of \$4,195.00 for the 2021-2022 school year

Contract with Qware/CMMS for use and maintenance of district work orders beginning July 1, 2021 through June 30, 2022 in the amount of \$1,835.00

Contract renewal with MSDSONline for Right-to-Know/MSDS Compliance beginning July 1, 2019 through June 30, 2022 in the amount of \$3,299.00 for the 2021-2022 school year

Contract with Western Pest Services for pest control district wide beginning July 1, 2021 through June 30, 2022 in the amount of \$6537.83

**Annual Appointments**

The appointment of Branch Banking and Trust Company (BB&T), Fulton Bank, PNC Bank, WSFS, First Resource Bank, Pennsylvania School District Liquid Asset Fund, Pennsylvania Local Government Trust and Huntingdon Valley Bank as depositories for 2021-2022.

**Ratification of Bids**

**Custodial Supplies Bid purchases by the Oxford Area School District as follows:**

Home Depot Pro	\$ 1,990.00
Imperial Bag & Paper	\$ 719.55
	\$ 2,709.55

**Playground/Landscape Mulch Bid purchase by the Oxford Area School District as follows:**

DiStefano Landscape Services, Inc.	\$ 4,537.50
------------------------------------	-------------

**Appointment of Auditor**

Approval of the appointment of Barbacane, Thornton & Company LLP, for an Audit of the General Purpose Financial Statements of the Oxford Area School District for the year ending June 30, 2021, at the cost of \$23,983.40.

**Ratification of Paper Bid 2021-2022**

Contract Paper	\$ 15,015.00
Office Basics	\$ 533.00
WB Mason	\$ 1,120.58
	\$ 16,668.58

**Student Participation Fees**

High School Sports	\$75
Penn's Grove Sports	\$75
High School Parking	\$50

**Annual Appointments****School Physician**

Appointment of Children's Hospital of Philadelphia Care Network as the school district's physician for the 2021-2022 school year at a rate of \$125 per hour.

**School Dentist**

Appointment of Dr. Drew C. Eckman, DDS, as the school district's dentist for the 2021-2022 school year at a rate of \$65 per hour.

**Curriculum & Instruction**

Preliminary adoption of textbooks and materials in support of the English Language Arts curriculum as per attached.

**Chester County Intermediate Unit Marketplace**

Approval of the contract with the Chester County Intermediate Unit for the provision of marketplace programs as per the attached.

**Special Education Contracts**

Approval of the contract between the Oxford Area School District and Austill's Rehabilitation Services, Inc., for the 2021-2022 school year, as per attached.

Approval of the contract between the Oxford Area School District and The Vanguard School, for the 2021-2022 school year, as per attached.

Approval of the contract between the Oxford area School District and MECA (Mission for Educating Children with Autism), for the 2021-2022 school year as per attached.

Approval of the contract between the Oxford Area School District and Talk Inc. d/b/a Talk School, for the 2021-2022 school year, as per attached.

Approval of the contract between the Oxford Area School District and TCS (The Concept School), for the 2021-2022 school year, as per attached.

Approval of the contract between the Oxford Area School District and Epic Health Services (PA), LLC. d/b/a AVEANNA Healthcare, for the 2021-2022 school year, as per attached.

Approval of the contract between the Oxford Area School District and General Healthcare Resources, LLC d/b/a GHR Education, for the 2021-2022 school year, as per attached.

Approval of the contract between the Oxford Area School District and CCRN for the 2021-2022 school year, as per attached.

Approval of the contract between the Oxford Area School District and CCRN for Extended School Year (ESY) Services beginning June 2021 through July 2021

Aye: 9      Nay: 0

On motion by Mrs. Warren, seconded by Mrs. Dean, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby adopts the 2021-2021 General Fund Budget in the amount of \$78,994,230.00, as prepared on Form PDE 2028.

**FINAL BUDGET  
ADOPTION**

Aye: 9      Nay: 0

On motion by Dr. Owens, seconded by Mrs. Harrison, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the Superintendent/Assistant Superintendent evaluation tool as per attached.

**EVALUATION TOOL**

Aye: 9      Nay: 0

On motion by Dr. Owens, seconded by Mrs. Warren, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby adopts the 2021-2022 in the amount of \$158,500.00, as per attached.

**CAPITAL RESERVE  
FUND BUDGET**

Aye: 9      Nay: 0

On motion by Mr. Gaspar, seconded by Mr. Patterson, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves the contract between the Oxford Area School District and Liberty Door Systems, for Interior door and cylinder replacement at Nottingham School, beginning July 1, 2021 in the amount of \$226,791.06.

**DOOR REPLACEMENT  
CONTRACT AWARD**

Aye: 9      Nay: 0

On motion by Dr. Owens, seconded by Mrs. Warren, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby appoints Brian P. Cooney, as the School Board Secretary, effective July 1, 2021 through June 30, 2025.

**APPOINTMENT OF  
SCHOOL BOARD  
SECRETARY**

Aye: 9      Nay: 0

On motion by Mrs. Warren, seconded by Mrs. Harrison, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves that taxes are levied for school purposes for the school year beginning July 1, 2021 subject to the provisions of the Local Tax Collection Law as follows:

**2021 ANNUAL TAX  
LEVY**

1. Real estate tax. Real estate tax of 33.3548 mills on the assessed value of all real estate property taxable for school purposes in the School District. (Levied under School Code §672.)
2. Interim real estate tax. Interim real estate tax of 33.3548 mills on the assessed value of taxable real property, as stated in interim real estate assessment notices, that constitutes construction of a building, an improvement to a building, or other improvement to real property, not otherwise exempt from taxation. The interim real estate tax is part of the real estate tax levy, and applies to the assessed value of taxable real property not included in the initial tax duplicate used in issuing initial real estate tax notices for the school year. Tax assessors are directed to inspect and assess all taxable real property in the School District to which any improvement has been made, and to give notice of change in assessed value as required by law. The interim real estate tax applies for that proportionate part of the School District fiscal year remaining after the property was improved. (Levied under School Code §677.1.)
3. Utility realty used to generate electricity. The real estate tax and the interim real estate tax apply to all real property taxable for school purposes, including all property listed in the definition of "utility realty" under §8101-A(3) of the Public Utility Realty Tax Act, that was classified in such definition as "utility realty" prior to January 1, 2000, and that was removed from such definition effective January 1, 2000, because used in generating electricity. The tax applies to such property to the maximum extent permissible under the Pennsylvania Constitution and the Public Utility Realty Act.
4. Tax due date/delinquent status.
  - a. The real estate tax is due and payable July 1, 2021, and this will be the date of the tax notice issued to the owner for real estate tax other than interim real estate tax. Unless installment payment has been elected under the Oxford Area School District Real Estate Tax Installment Plan, the real estate tax is delinquent if not paid in full within four (4) months after the date of the tax notice issued to the owner - by October 31, 2021, for tax other than interim real estate tax.
  - b. The interim real estate tax is due and payable on the first day of the month after the month in which any improvement or addition to real property has been made. The interim real estate tax is delinquent if not paid in full within four (4) months after the date of the tax notice issued to the owner.

5. Discount and penalty. All taxpayers are entitled to a discount of two percent (2%) from the amount of the real estate tax or interim real estate tax by making payment of the entire tax amount within two (2) months after the date of the tax notice - by August 31, 2021, for tax other than interim real estate tax. Unless installment payment has been elected under the Oxford Area School District Real Estate Tax Installment Plan, a taxpayer will be charged a penalty of ten percent (10%) of the tax, which penalty will be added to the tax, if the tax is not paid in full within four (4) months after the date of tax notice - by October 31, 2021, for other than interim real estate tax.

6. Severability. The provisions of the resolution are severable and if any section, clause, sentence, part or provision is determined to be illegal, invalid, or unconstitutional, such determination will not affect or impair any of the remaining sections, clauses, sentences, parts or provisions of this resolution. It is declared to be the intent of this School District that this resolution would have been adopted even if any such illegal, invalid or unconstitutional section, clause, sentence, part or provision had not been included in this resolution.

7. Continuation of other taxes. The Board has previously imposed other taxes that do not require an annual levy. Without modifying or amending such taxes in any manner, the Board ratifies continuation of the following previously imposed taxes that do not require an annual levy:

a. Real estate transfer tax. Real estate transfer tax of 1% (School District receives .5% and municipalities receive .5%. Levied under the Pennsylvania Real Estate Transfer Tax Act and the Local Tax Enabling Act, Act 511.)

b. Earned income and net profits tax. Earned income and net profits tax of between 1% and 1.5%, depending on the municipality in which the taxpayer resides. (School District receives .5% and municipalities receive between .5% and 1%. The .5% School District tax levied under the Local Tax Enabling Act, Act 511.)

Aye: 6            Nay: 3 (Gaspar, Robinson, Tighe)

On motion by Dr. Owens, seconded by Mr. Tenga, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby approves that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2021, under the provisions of the Homestead Property Exclusion Program (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

**HOMESTEAD/  
FARMSTEAD  
EXCLUSION**

1. Aggregate amount available for homestead and farmstead real estate tax reduction. The following amounts are available for homestead and farmstead real estate reduction for the school year beginning July 1, 2021:

a. Gambling tax refunds. The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay the School District during the school year pursuant to Act 1, 53 P.S. §6926.505(b), as property tax reduction allocation funded by gambling tax funds, the amount of \$1,528,444.00.

- b. Philadelphia tax credit reimbursement funds. PDE has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. §6926.324(3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of \$48,177.48.
    - c. Aggregate amount available. Adding these amounts, the aggregate amount available during the school year for real estate tax reduction is \$1,576,621.48.
  2. Homestead/farmstead numbers. Pursuant to Act 50, 54 Pa. C.S. §8584(i), and Act 1, 53 P.S. §6926.341(g)(3), the County has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:
    - a. Homestead property number. The number of approved homesteads within the School district is 5599.
    - b. Farmstead property number. The number of approved farmsteads within the School District is 185.
    - c. Homestead/Farmstead combined number. Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 5784.
  3. Real estate tax reduction calculation. The School Board has decided that the homestead exclusion amount and the farmstead exclusion amount shall equal. Dividing the paragraph 1(c) aggregate amount available during the school year for real estate tax reduction of \$1,576,621.48 by the paragraph 2(c) aggregate number of approved homesteads and approved farmsteads of 5784 the maximum real estate tax reduction amount applicable to each approved homestead and to each farmstead is \$272.58. Based on calculations provided by the School District Business Office from the best available information and carefully evaluated by the School Board, considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead exclusion and the farmstead exclusion amount an additional aggregate amount of \$6865.35 will be available during the school year for the real estate tax reduction applicable to approximately 5700 homesteads and farmsteads, resulting in an additional real estate tax reduction amount available for each homestead and farmstead of \$1.20. Adding this additional amount to the preliminary calculation of the maximum real estate tax reduction amount of \$272.58, the final maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$273.78.
  4. Homestead exclusion calculation. Dividing the paragraph 3 maximum real estate tax reduction amount of \$273.78 by the School District real estate tax rate of 33.3548 mills, the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead is \$8208.00 and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is \$8208.00.

5. Homestead/farmstead exclusion authorization - July 1, 2021 tax bills. The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$8208.00. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$8208.00.

For purposes of this resolution, "approved homestead" and "approved farmstead" shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. §6926.341(g)(3), based on homestead/farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 5 will apply to tax notices issued on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.

Aye: 9      Nay: 0

On motion by Mrs. Warren, seconded by Mrs. Harrison, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby re-adopts the following policies:

**POLICY  
RE-ADOPTION**

**Article 4 - Personnel - (Series 4000)**

- Policy # 4510 Jury Duty
- Policy # 4520 Professional Leave of Absence
- Policy # 4530 Parental Leave
- Policy # 4540 Family & Medical Leave
- Policy # 4545 Military Leave
- Policy # 4550 Absence, Alternative Sick Leave
- Policy # 4600 Unlawful Harassment
- Policy # 4610 Nondiscrimination in Employment/Contract Practices
- Policy # 4620 Disciplinary Action
- Policy # 4630 Whistleblower Policy
- Policy # 4720 Tuberculin Skin Testing

Aye: 9      Nay: 0

On motion by Mrs. Harrison, seconded by Mr. Patterson, BE IT RESOLVED, That the Oxford Area Board of School Directors hereby adopts the following new policy:

**NEW POLICY-  
ADOPTION**

**Article 4 - Personnel - (Series 4000)**

- Policy #4215 - Child/Student Abuse

Aye: 9      Nay: 0



**A copy of the policies listed is available in the Administration Building, 125 Bell Tower Lane, Oxford PA, for examination and comment. The policies can be viewed on the website at [www.oxfordasd.org](http://www.oxfordasd.org). The public is encouraged to stop in and read these policies or visit our website.**

The President suspended his role as president and requested the appointment of President Pro Temps in order to complete a board task.

On motion by Mrs. Harrison, seconded by Mr. Patterson, BE IT RESOLVED, That the Oxford Area School District Board of School Directors hereby suspend Robert's Rules of Order.

**SUSPENSION OF  
ROBERT'S RULES OF  
ORDER**

Aye: 9      Nay: 0

The Board Secretary opens nominations for a President Pro Temp.

On motion by Mrs. Harrison, seconded by Mr. Gaspar, Mrs. Jenifer Warren is nominated as President Pro Temp.

**NOMINATION OF  
PRESIDENT PRO  
TEMP**

Aye: 9      Nay: 0

On motion by Dr. Owens, seconded by Mr. Gaspar, BE IT RESOLVED, That the Oxford Area Board of School Directors appoints Mrs. Warren as President Pro Temp.

**APPOINTMENT OF  
PRESIDENT PRO  
TEMP**

Aye: 9      Nay: 0

Mr. Woods states that the duty of the Board President is to sign the Diploma of graduating seniors. (Mrs. Warren signs her child's diploma)

Mrs. Warren resigns as President Pro Temp.

**RESIGNATION OF  
PRESIDENT PRO  
TEMP**

The Board Secretary opens nominations for a President Pro Temp.

On motion by Mrs. Warren, seconded by Mrs. Harrison, Mr. Mark Patterson is nominated as President Pro Temp.

**NOMINATION OF  
PRESIDENT PRO  
TEMP**

Aye: 8      Nay: 0      Abstain: 1 (Robinson)

On motion by Mr. Tenga, seconded by Mrs. Warren, BE IT RESOLVED, That the Oxford Area Board of School Directors appoints Mr. Patterson as President Pro Temp.

**APPOINTMENT OF  
PRESIDENT PRO  
TEMP**

Aye: 8      Nay: 0      Abstain: 1 (Robinson)

Mr. Woods states that the duty of the Board President is to sign the Diploma of graduating seniors. (Mr. Patterson signs his child's diploma)

Mr. Patterson resigns as President Pro Temp.

**RESIGNATION OF  
PRESIDENT PRO  
TEMP**

Mr. Tighe resumes the chair of Board President.

Mr. Tighe announced the following upcoming meetings and events:

**CALENDAR**

Tuesday, June 8, 2021, Facilities & Safety Committee, 6 p.m.  
Tuesday, June 8, 2021, Athletics & Student Activities Committee, 6:15 p.m.  
Tuesday, June 8, 2021, Work Session, 7p.m.  
Tuesday, June 15, 2021, Regular Meeting, 7 p.m.  
Now through the end of May 2021, Superintendent/Assistant Superintendent evaluations.

Mr. Tighe allowed time to address concerns of the community.


**FOLLOW UP TO  
COMMUNITY  
QUESTIONS AND  
CONCERNS**

Becky Conner, Oxford Township-Vote to lift mask mandate.

On motion by Mrs. Harrison, seconded by Mr. Patterson, the regular meeting of the Oxford Area Board of School Directors adjourned at 8:37 p.m. by a unanimous vote.

**ADJOURNMENT**

Respectfully submitted,

  
Brian P. Cooney  
Board Secretary